

Sample Packing Instructions

In addition to a shipping container, you will receive bubble wrap, ice bags, secondary containment bags, plastic ties, absorbent pads, custody seals, cardboard dividers and a temp bottle for use in packing your samples.

- Chill samples and temp bottle prior to sending.
- Place secondary containment bag (1) in shipping container (if applicable).
- Place absorbent pad (2) in bottom (inside bag).
- Place one bag of ice (3) on bottom, above absorbent pad.
- Place samples into the container(4), using cardboard dividers (5) between samples (if applicable).

- Place temp bottle (6) on top of samples (make sure it is in contact with the bag of ice that will be placed on top)
- Place one bag of ice (7) on top of samples.
- Place bubble wrap (8) on top of ice.
- Secure and tie secondary containment bag.
- Tape and seal outside of shipping container with custody seal.

The below diagram shows how the containers should be packed.

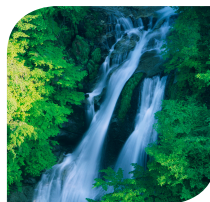


Scan to view our video detailing the cooler packing instructions

To avoid injury, don't turn the vial cap too hard!



When shipping your EMPTY coolers back to the lab, please ship via GROUND



BEFORE YOU SHIP...

Take a Picture – Take a picture of your COC and email the picture to SAEnvEntry@eurofinsus.com. This allows us to log-in your samples prior to receipt to quickly process them when they arrive at the lab. If you are sending more than one COC, include this information in the subject line of the email. For example: ABC Project - COC 1 of 2

Environmental Analysis Request/Chain of Custody

 eurofins Lancaster Laboratories Environmental		Acct. # _____ Group # _____ Sample # _____	
Client: <u>ABC Consulting</u> Project Name#: <u>XYZ Project</u> Project Manager: <u>Jane Smith</u> Sampler: <u>John Cater</u> Phone #: <u>717-656-2300</u> State where samples were collected: <u>PA</u>		Site ID #: <u>N/A</u> P.O. #: <u>PO 123ABC</u> PWSID #: <u>N/A</u> Quote #: <u>23234</u> For Compliance: Yes ☒ No ☐	
Collection Date: <u>7/9/18</u> Time: <u>13:00</u> Grab ☒ Composite ☐		Matrix ☐ Tissue ☐ Ground ☐ Surface ☐ Potable ☐ NPDES ☒ Other: <u>87EX by EPA 624.1</u> ☐ Soil ☐ Sediment ☐ Water ☒	
Sample Identification <u>Outfall 002</u> <u>Trip Blank</u>		Analyses Requested Preservation and Filtration Codes H ☒ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	
		For Lab Use Only SF #: _____ SCR #: _____ Preservation Codes: H = HCl T = Thiosulfate N = HNO ₃ B = NaOH G = H ₂ SO ₄ P = H ₃ PO ₄ F = Field Filtered O = Other	
		Remarks _____ _____	

For detailed instructions on filling out your COC, please visit www.eurofinsus.com/COC

Mark Coolers as Rush or Short Hold – Place the included stickers on the outside of your coolers when you submit samples requiring rush or short hold analysis. This will allow us to prioritize your samples when unpacking them.

**RUSH
SAMPLE**

**SHORT HOLD
SAMPLE**

Group Your Coolers – When submitting multiple coolers, mark the packing tape on the outside of the cooler with the number of coolers submitted. For example: 1 of 3 ... 2 of 3 ... 3 of 3. This ensures that all samples collected for your project are processed together.

